

Committee Meeting Minutes

Committee Name: Montpelier Housing Committee

Date: Tuesday, May 5

Time: 6:00–7:30 p.m.

Location: Montpelier Senior Center & Zoom

Chairperson: Alyssa Schuren, Lauren Hierl (Vice Chair)

Minute Taker: Dan Wheeler

Attendance

Committee Members Present: Alyssa Schuren (Chair)(Zoom), Lauren Hierl (Vice Chair), Dan Wheeler (Secretary), Dan Coppock, Alexandra Halasz, Sandy Vitzthum, Ben Linder, Sean Sheehan

Absent: Tim Heney

Councilors & City Staff: Cary Brown (District 3 Councilor), Kelly McNicholas Kury (City Manager), Jim Sheridan (District 3 Councilor) Matt Jelacic (Montpelier Community and Economic Development Specialist)

Meeting Summary

Chair called the meeting to order at 6:04 p.m.

Committee unanimously approved previous minutes from April 7.

Public Comment

Stephen Whittaker provided comment on the potential challenges for Teir 1A extension to Country Club Road, and that a full market absorption study is needed to ensure that the appropriate type of housing and infrastructure is developed there.

Seamus Lombardo noted that he is helping to produce a document about zoning process and fees associated, which will aid in identifying clear zoning and regulatory challenges of developing housing in Montpelier.

Committee Updates

802 Homes: Alyssa S. noted that she met with members who described potential pilot projects that are looking at a form-based code model as an alternative option to cumbersome municipal zoning regs. The group is looking at Montpelier for a potential project. Members may be joining the June Housing Committee meeting.

Data and Language: Alex H. discussed her concerns over specific language and data that the Housing Committee, Planning Commission, and City Council are using in discussions and decision making. These concerns included: The perceived preference for home ownership models, as opposed to rental / Actual costs for sprinkler installation / Actual costs for zoning and regulatory requirements.

City Update

Matt Jelacic discussed his current work on the outdoor recreation economy, and its potential for promoting housing development. Matt also described a memo that he created for the City Council special meeting on homelessness, and how this discussion ties to permanent housing goals. He will share this memo with the committee.

Housing Trust Fund – Revisions Q&A, Vote:

The Committee discussed adopting a revised Housing Trust Fund Policy that will be recommending to City Council.

Dan C. explained that the current three categories of funding would be included in the RFP for July 1, and a new proposed fourth category, limited grants and loans, would be included in subsequent RFPs if funding is still available. Dan C. recommended that current proposed wording be changed to exclude housing unit goals.

- *Motion:* Alex H. moved that the committee accept the new section to the Housing Trust Fund, as amended; Ben L. seconded.
- *Vote:* Motion unanimously approved.

Vacancy Ordinance – Proposal Review

Rebecca Copans introduced a draft vacant building ordinance proposal, created by the sub committee. The committee had discussions about commercial vs. residential vacancies, and the potential of first creating a registry in order to gauge the actual impact of vacancies, and then consider a fee structure at a later time. Members of the public and the committee expressed concern about the punitive nature of an associated fee structure.

Development Regulations – Potential Feedback to Planning Commission

Sandy V. presented feedback shared with the Planning Commission (PC). Lauren H. recommended that the committee set priorities for aspects of the zoning ordinance and city regulations to address. Alyssa S. recommended that the revision efforts mirror the PC process for means of efficiency. The committee identified priorities, particularly the Teir 1 designation and how a potential growth map ties into zoning. This matter is time sensitive and high priority.

Discussions with City staff, CVRPC, and PC, to determine the Housing Committee's role are forthcoming.

Next Meeting

Date: Tuesday, June 2

Time: 6:00 – 7:30p.m.

Location: Montpelier Senior Center

Meeting adjourned at 7:41 p.m.

Minutes prepared by: Dan Wheeler

Date: May 7, 2026